

# LYNCHBURG CITY COUNCIL

## Agenda Item Summary

MEETING DATE: **May 14, 2002**

AGENDA ITEM NO.: **3**

CONSENT: **X**

REGULAR:

CLOSED SESSION:

ACTION: **X**

INFORMATION:

(Confidential)

ITEM TITLE: **Lead-based Paint Hazard Control Grant Application**

RECOMMENDATION:

Approve a resolution authorizing an application for \$2,399,098 to the U. S. Department of Housing and Urban Development (HUD) for the Lead-based Paint Hazard Control Grant.

SUMMARY:

In May 1998, the City received funding for a lead-based paint hazard control program from the U. S. Department of Housing and Urban Development (HUD). Funding for that grant will end July 31, 2002. HUD has released its current Notice of Funding Availability (NOFA) for lead hazard control grant applications, with applications due by June 14, 2002.

Through the current grant program, the City has addressed lead hazards in 156 homes with an additional 25 units to be cleared before the end of funding. Lead inspection/risk assessments have been performed on 188 units. The grant program has awarded more than \$30,000 in "mini-grants" to community groups and other organizations to explore their own methods of alleviating lead hazards in their respective neighborhoods. Program staff has presented over 400 educational modules to groups varying from households to church groups to daycares. Combined, these activities make up the program's three-pronged approach to lead-safe kids and housing: lead hazard remediation, sustainability and education.

The City's application for new funding uses the same approach, but the goals will be greater. With renewed funding, the program will address lead hazards in 200 homes, make available \$50,000 in "mini-grants" to community groups and organizations, and reach out to new arenas of education over the 30 month grant period.

The grant application must demonstrate a combined local contribution of matching and in-kind services of 10 percent. A portion of this contribution will be in-kind services provided by the staff of Community Planning and Development. The attached budget reflects the City's in-kind match, but does not reflect the required 10 percent. The remainder of the required match will come from other private and non-profit sources. Last year, the combined matching contribution on this grant was almost 20 percent; it should be approximately the same this year. Match dollars will be added to the budget as formal commitment letters are received. These letters will not be requested until the City approves application for the grant.

PRIOR ACTION(S): None

FISCAL IMPACT: None. The grant funds are fully reimbursable from HUD. There will be in-kind services provided by the staff in Community Planning and Development for the overall administration of the grant.

CONTACT(S): Rachel Flynn – 847-1435 – Ext. 253  
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Michelle Carey – 847-1671 – Ext. 237

ATTACHMENT(S): Grant Abstract, Project Budget

REVIEWED BY:

## RESOLUTION

BE IT RESOLVED, That the Department of Community Planning and Development is hereby authorized to apply to the U. S. Department of Housing and Urban Development for the Lead-based Paint Hazard Control grant in the amount of \$2,399,098. The required 10 percent match will be in the form of in-kind services provided by Community Planning and Development staff, non-profit agencies, and other private sources.

Adopted:

Certified:

\_\_\_\_\_  
Clerk of Council

110L

## **LEAD-SAFE LYNCHBURG ABSTRACT**

The City of Lynchburg's (City) Department of Community Planning and Development (CP&D) seeks Federal funds in the amount of \$2,399,098 from the U.S. Department of Housing and Urban Development (HUD) to continue the Lead-Safe Lynchburg (LSL) Program, operating in the City since May 1998. The proposed project includes \$426,898 of in kind matching services from various private, governmental, and community-based organizations (CBOs). The program intends to reduce the incidence of lead poisoning and to make the older housing in Lynchburg lead-safe through affordable, cost-effective methods, while continuing to pursue the three goals undertaken in the first grant: education, intervention, and sustainability. LSL will remediate lead-based paint hazards in 200 housing units throughout Lynchburg, concentrating on the area of highest risk - the inner city. These funds have a secondary impact of general property improvement, especially in projects where new windows and siding have been found to be a cost-effective method of hazard control. In addition, multiple services will be available to residents including education programs, family case management, and economic opportunities. Although household education will be the primary focus, the program will actively pursue community education opportunities, partnering with local and state entities. This effort to increase public awareness has long-term benefits to the City, as the least costly activity to pursue when the grant ends and has the greatest potential to maintain lead-safe housing.

During a previous grant, LSL was created comprising staff from Lynchburg Neighborhood Development Foundation (LNDF), the Central Virginia Public Health Department (PHD), Lynchburg College (LC), and the City. The City will continue to administer grant funds and oversee the many components of implementation. With the addition of one new position, the highly qualified staff of LSL will continue to coordinate and manage all program components. Continued attention will be paid to increasing the interest and capacity of the private sector in lead hazard control activities to produce long-term strategies that result in safer housing and healthier children beyond the grant period. The previously mentioned activities will be carried out by LSL on the shoulders of the original grant, which will end April 30, 2002. The procedures for intake, pre-abatement activities, remediation, and follow-up are established and will continue with new funding.

This proposal makes several notable changes to the existing grant. The change with the potential for greatest impact is the City housing and employing a much larger share of the program, having sub-recipients perform less of the activities. Bringing the personnel into the City will facilitate greater interaction with other City programs receiving Federal funds such as CDBG and HOME. The lead program will also more actively be working with the City's existing housing inspection staff to promote lead-safe housing in all inspection activities. Finally, having the bulk of the lead program in the City will facilitate a long-term presence to carry on lead-safe housing activities long after Federal funds are exhausted for such a program. The grant also expands its targeted area with the addition of part of one census tract. This tract (#3) is large and contains some of the oldest housing being occupied by low-income individuals. However, the western reaches of this tract contain new housing occupied by higher income individuals. LSL has partitioned this census tract to encompass only the lowest income area, but in the grant application when the target area data are compared with citywide data, the whole tract is included. This skews the comparison somewhat towards the general population.

LSL will provide resources for use throughout the areas of the City with housing built prior to 1978. However, the program focuses on the eight census tracts containing the oldest housing with the lowest income residents, recognizing this as the highest risk population. The demographics of the LSL target area are looked at in detail in the rating factors. LSL has taken a strong community-oriented approach in the high-risk neighborhoods and works closely with several active community-based organizations currently engaged in lead poison prevention activities. This approach will continue and expand.

At least nine organizations and groups will participate in the implementation of this program, assuring the City's commitment to address a serious health, housing, and social threat as it appears in the older homes of Lynchburg. The roles and activities of these organizations are further explained in the application.

Housing data and methods of lead hazard control will be collected, analyzed, and housed at the City. Housing this database at the City allows for more flexibility to incorporate data gathered from CDBG and HOME programs during the implementation of §1012/1013 by City sub-recipients. It is anticipated these data will not only be sought after by residents, but also other organizations using Federal funds for housing to determine if inspection and/or prior remediation has taken place. Maintenance of these data will be performed by interns provided by Lynchburg College, overseen by staff from both LC and the City. LC has been instrumental in the development of this lead-based paint hazard registry during the initial grant to the City, and continues to have good working relations and communications with City staff and LSL participating organizations. In addition to partnering organizations, LSL sets aside funds for continued consultative services from several sources. These services will provide the program with necessary technical assistance for further program development as well as §1012/1013 implementation.

As stated above, the largest percentage of funds in the LSL program goes to remediation in the targeted neighborhoods. However, encouraging local residents and community groups to partner with LSL may have a longer lasting benefit. LSL activities such as offering training to residents, involving neighborhood groups in certain aspects of the remediation process and offering mini-grants to CBOs build capacity in neighborhoods to continue to be lead-safe without Federal funds. The program plans to utilize the services of local CBOs in increased grant activities, from referral to post-abatement clean up.

In effect, this grant proposes a greater number of remediations being performed, more cost effectively, in a shorter period of time.

# Budget Information - Non-Construction Programs

Exhibit B

OMB Approval No. 0348-0044

## Section A - Budget Summary

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						
2.						
3.	<b>Do</b>	<b>Not</b>	<b>Complete</b>	<b>This</b>	<b>Section</b>	
4.						
5. Totals						

## Section B - Budget Categories

6. Object Class Categories	Grant Program, Function or Activity				(5) Grand Total
	(1) HUD Request	(2) Match			
a. Personnel (Direct Labor)	\$256,480	\$3,344			\$259,824
b. Fringe Benefits	\$71,814	\$937	<b>Do</b>	<b>Do</b>	\$72,751
c. Travel	\$17,372	\$0	<b>Not</b>	<b>Not</b>	\$17,372
d. Equipment	\$15,000	\$0	<b>Use</b>	<b>Use</b>	\$15,000
e. Supplies and Materials	\$35,800	\$0	<b>This</b>	<b>This</b>	\$35,800
f. Consultants	\$16,200	\$0	<b>Column</b>	<b>Column</b>	\$16,200
g. Contracts and Sub-Grantees	\$1,851,375	\$0			\$1,851,375
h. Other Direct Costs	\$117,000	\$4,500			\$121,500
i. Total Direct Charges (sum of 6a-6h)	<b>\$2,381,041</b>	<b>\$8,781</b>			<b>\$2,389,822</b>
j. Indirect Costs	\$18,057	\$10,605			\$28,662
k. Totals (sum of 6i and 6j)	<b>\$2,399,098</b>	<b>\$19,386</b>			<b>\$2,418,484</b>
7. Program Income					

## Budget Summary

## Total Budget (Federal Share and Matching)

## Name and Address of Applicant

CITY OF LYNCHBURG

P.O. BOX 60

900 CHURCH STREET

LYNCHBURG, VA 24504

## Detailed Description of Budget (for full grant period)

## Category

1. Personnel (Direct Labor)	Estimated Hours	Rate per Hour	Estimated Cost	Federal Share	Match
Position or Individual					
PROGRAM DIRECTOR (PT - CITY)	104	\$32.15	\$3,344	\$0	\$3,344
PROGRAM MANAGER (FT - CITY)	5,200	\$18.46	\$95,992	\$95,992	\$0
INSPECTION/RISK ASSESSOR (FT - CITY)	5,200	\$14.21	\$73,892	\$73,892	\$0
PROGRAM/DATABASE COORDINATOR (FT - CITY)	0	\$0.00	\$0	\$0	\$0
CITY SUPPORT STAFF (PT - CITY)	5,200	\$14.21	\$73,892	\$73,892	\$0
	0	\$0.00	\$0	\$0	\$0
	0	\$0.00	\$0	\$0	\$0
	0	\$0.00	\$0	\$0	\$0
	0	\$0.00	\$0	\$0	\$0
	0	\$0.00	\$0	\$0	\$0
	0	\$0.00	\$0	\$0	\$0
	0	\$0.00	\$0	\$0	\$0
	0	\$0.00	\$0	\$0	\$0
	0	\$0.00	\$0	\$0	\$0
Total Direct Labor Cost			\$259,824	\$256,480	\$3,344
2. Fringe Benefits	Rate	Base	Estimated Cost	Federal Share	Match
ALL STAFF	28.00%	\$259,824	\$72,751	\$71,814	\$937
	0.00%	\$259,824	\$0	\$0	\$0
	0.00%	\$259,824	\$0	\$0	\$0
	0.00%	\$259,824	\$0	\$0	\$0
	0.00%	\$259,824	\$0	\$0	\$0
	0.00%	\$259,824	\$0	\$0	\$0
		\$259,824	\$0	\$0	\$0
		\$259,824	\$0	\$0	\$0
Total Fringe Benefits Cost			\$72,751	\$71,814	\$937
3. Travel					
3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile	Estimated Cost	Federal Share	Match
INSPECTION/RISK ASSESSOR		\$0.00	\$0	\$0	\$0
30 MOS. @ 180 MI.	5400	\$0.33	\$1,755	\$1,755	\$0
PROGRAM MANAGER		\$0.00	\$0	\$0	\$0
30 MOS. @ 60 MI.	1800	\$0.33	\$585	\$585	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
Subtotal - Trans - Local Private Vehicle			\$2,340	\$2,340	\$0
3b. Transportation - Airfare (show destination)	Trips	Fare	Estimated Cost	Federal Share	Match
TRAVEL FOR TRAINING	10	\$450.00	\$4,500	\$4,500	\$0
TRAVEL FOR CONFERENCES	8	\$450.00	\$3,600	\$3,600	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
		\$0.00	\$0	\$0	\$0
		\$0.00	\$0	\$0	\$0
Subtotal - Transportation - Airfare			\$8,100	\$8,100	\$0

## Budget Summary

## Total Budget (Federal Share and Matching)

Detailed Description of Budget					
3c. Transportation - Other	Quantity	Unit Cost	Estimated Cost	Federal Share	Match
VEHICULAR TRAVEL TO		\$0.00	\$0	\$0	\$0
WASHINGTON, D.C.	2	\$180.00	\$360	\$360	\$0
VEHICULAR TRAVEL TO TRAINING	10	\$180.00	\$1,800	\$1,800	\$0
VEHICULAR TRAVEL TO CONFERENCES	5	\$180.00	\$900	\$900	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
Subtotal - Transportation - Other			\$3,060	\$3,060	\$0
3d. Per Diem or Subsistence (indicate location)	Days	Rate per Day	Estimated Cost	Federal Share	Match
WASHINGTON, D.C.	4	\$32.00	\$128	\$128	\$0
TRAINING - VARIOUS LOCATIONS	72	\$32.00	\$2,304	\$2,304	\$0
CONFERENCES - VARIOUS LOCATIONS	45	\$32.00	\$1,440	\$1,440	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
Subtotal - Per Diem or Subsistence			\$3,872	\$3,872	\$0
Total Travel Cost			\$17,372	\$17,372	\$0
4. Equipment (Only items over \$5,000 each)	Quantity	Unit Cost	Estimated Cost	Federal Share	Match
XRF	1	\$15,000.00	\$15,000	\$15,000	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
Total Equipment Cost			\$15,000	\$15,000	\$0
5. Supplies and Materials (Items under \$5,000)					
5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost	Federal Share	Match
OFFICE SUPPLIES	30	\$185.00	\$5,550	\$5,550	\$0
EDUCATIONAL BOOKLETS	1	\$2,500.00	\$2,500	\$2,500	\$0
EDUCATIONAL VIDEOS	1	\$2,000.00	\$2,000	\$2,000	\$0
EDUCATIONAL MATERIALS - OTHER	1	\$4,000.00	\$4,000	\$4,000	\$0
XRF RE-SOURCE	2	\$2,000.00	\$4,000	\$4,000	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
Subtotal - Consumable Supplies			\$18,050	\$18,050	\$0
5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost	Federal Share	Match
COMPUTER & PERIPHERALS	3	\$3,000.00	\$9,000	\$9,000	\$0
OFFICE FURNISHINGS	3	\$1,250.00	\$3,750	\$3,750	\$0
MISCELLANEOUS EQUIPMENT	1	\$2,000.00	\$2,000	\$2,000	\$0
POWERPOINT PROJECTOR	1	\$3,000.00	\$3,000	\$3,000	\$0
		\$0.00	\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
Subtotal - Non-Consumable Materials			\$17,750	\$17,750	\$0
Total Supplies and Materials Cost			\$35,800	\$35,800	\$0

### Detailed Description of Budget

Page 3 of 4



<b>Analysis of Total Estimated Costs</b>	<b>Estimated Cost</b>	<b>Percent of Total</b>	<b>Percent of Labor</b>
1 Personnel (Direct Labor)	\$259,824	10.7%	
2 Fringe Benefits	\$72,751	3.0%	28.0%
3 Travel	\$17,372	0.7%	
4 Equipment	\$15,000	0.6%	
5 Supplies and Materials	\$35,800	1.5%	
6 Consultants	\$16,200	0.7%	
7 Contracts and Sub-Grantees	\$1,851,375	76.6%	
8 Other Direct Costs	\$121,500	5.0%	
9 Indirect Costs	\$28,662	1.2%	
<b>Total</b>	<b>\$2,418,484</b>	<b>100.0%</b>	
<b>Federal Share</b>	<b>\$2,399,098</b>	<b>99.20%</b>	
<b>Match</b>	<b>\$19,386</b>	<b>0.81%</b>	<b>Expressed as a percentage of the Federal Share</b>

Some cells in this spreadsheet are protected. There is no password for this spreadsheet.

# Budget Information - Non-Construction Programs

Exhibit B

OMB Approval No. 0348-0044

## Section A - Budget Summary

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7. Program Income					